

Maryland Overdose Response Program

Department of Health and Mental Hygiene

Template Dispensing Protocol

Entity Name:

Date Submitted:

Naloxone is a prescription medication that must be stored and dispensed according to Maryland laws, and reported to the Department as required by COMAR 10.47.08.10C¹.

Naloxone Management

- **Identify** the person responsible for ordering and receiving naloxone
- **Identify** where naloxone will be stored and secured
 - Naloxone must be stored in its original packaging at room temperature (between 59 – 86 degrees Fahrenheit)
- **Identify** the person responsible for oversight of naloxone stock, if it differs from above
- **Identify** how naloxone will be regulated, such as frequency of log book reviews and stock checks
- Once identified, expired or damaged naloxone will be disposed of in the trash, and any needles in a Sharps container.

Naloxone Dispensing

1. Dispenser will ensure individual has a valid ORP certificate
2. Dispenser will ensure expiration date of naloxone and provide kit to individual
 - **Identify** type of naloxone and (#) doses provided:
 - Intranasal – Amphastar pre-filled syringe Narcan intranasal device
 - Intramuscular – Hospira single dose vial Evzio auto-injector
 - **Identify** additional items in naloxone kit:
 - MAD Nasal delivery device for Amphastar product
 - 1-3 mL syringes, 1-1.5", 21-23 gauge needles for Hospira product
 - Gloves
 - Rescue breathing shield
 - Alcohol swabs
3. Dispenser will label naloxone container in accordance with Health Occupations §12-505²
 - Each naloxone container will be labeled with:
 - The date the prescription is filled; and
 - An expiration date of the drugs or devices which shall be the lesser of:
 - 1 year from the date of dispensing; or

¹ See Entity Reporting Guidance for more information.

² Statute text: <http://mgaleg.maryland.gov/webmga/frmStatutesText.aspx?article=gho§ion=12-505&ext=html&session=2015RS&tab=subject5>

- The month and year when the drugs expire;
 - Any appropriate special handling instructions regarding proper storage of the drugs or devices; and
 - The name and strength of the drug as prescribed
 - The name of the patient
- 4. Dispenser will make a record of naloxone dispensing
 - **Identify** how/in what system dispensing will be logged and the information collected, including:
 - Name of person dispensing naloxone
 - Date prescription dispensed
 - Certificate holder name and serial number
 - Manufacturer, lot number & expiration date of medication
 - Number of doses dispensed
 - Initial or Refill → If refill, reason given (e.g. lost, stolen, expired, administered)

Record Maintenance and Reporting

- **Identify** the person responsible for checking logs of naloxone dispensing (typically the ORP supervising medical practitioner or prescriber)
- **Indicate** # years records will be stored
 - Records must be stored a minimum of 5 years.
- If dispenser is aware of a naloxone administration, they must record the incident using the ORP Naloxone Use Report³ and email or fax to BHA.
- Monthly, the following information must be reported to Behavioral Health Administration through the web-based form:
 - Form of naloxone dispensed;
 - Number of initial doses of naloxone dispensed; and
 - Number of naloxone refills dispensed and reason given for each refill dispensed.

³ Available for download from the ORP website: <http://bha.dhmm.maryland.gov/NALOXONE/Pages/ORP-Forms-Guidance.aspx>